

NUS Musuem
Internship Opportunities

April to July 2008

1. NUS Baba House – 1 position
2. Highlights: Modern Southeast Asian Art (3rd hanging) – 1 position
3. Valuation – 2 positions

Internship Opportunity – NUS Baba House

Attachment Period: At soonest availability till 31 July 2008

Number of Positions: 1

Main Learning Opportunity: Collections Management, Events Management

Scope of Internship:

1. Accessioning of artefacts:
 - a. Measurement and recording of artefacts (comprising largely ceramics)
 - b. Imprint accession number on artefacts
2. Assist in conceptualizing, organising and implementing the Grand Opening of NUS' Baba House which includes:
 - a. Liason with stakeholders, vendors (e.g. caterers, performers) and guests
 - b. Facilities planning and layout
 - c. Venue logistics (e.g. setup, signages, registration)
 - d. Administrative responsibilities
 - e. Co-ordinate the production of Baba House brochure and guidebook

Deliverables:

1. Complete accessioning of 200 items.
2. Grand opening of Baba House.
3. One page feedback reflecting on internship which may be published in NUS Museum's newsletter.

Optional Deliverable:

1. An article relating to aspects of Peranakan culture or the Baba House which may be published in relevant publications.

Requirements:

1. Interest in the Straits Chinese culture.
2. Positive attitude towards learning and suggestions for improvements.
3. Meticulous with a keen eye for details.
4. Confident in handling fragile objects and not allergic to dust.
5. A team player.

Attachment Locations:

NUS Museum
University Cultural Centre
50 Kent Ridge Crescent
National University of Singapore
Singapore 119279

and

NUS Baba House
157 Neil Road
Singapore 088883

Allowance:

\$300/- per month to be paid at the end of each complete month of attachment. Allowance will be pro-rated for partial completion.

Central Provident Fund contributions, insurance and staff benefits are not included in the internship.

Working Arrangements:

1. Accessioning activities must be conducted onsite at NUS Museum.
 2. For other activities, the intern may work offsite on selected days with the agreement of his/her supervisor.
 3. The intern is required to adjust his/her working schedule in support of the Museum's programmes.
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Internship Opportunity – Highlights: Modern Southeast Asian Art (3rd hanging)

Attachment Period: 2 May till 31 July 2008

Number of Positions: 1

Main Learning Opportunity: Curatorial and Programmes Management

Scope of Internship:

1. Research on artworks including information on artist, description and analysis of artwork content.
2. Based on above research, produce concise documentation for use in gallery guide.
3. Develop worksheets in relation to exhibition for use as resources for school programmes.
4. Organise and implement public programmes in relation to exhibition.
5. Administrative responsibilities including
 - a. Liaison with stakeholders, vendors and guests
 - b. Paperwork in relation to exhibition preparation
 - c. Logistics in relation to programmes

Deliverables:

1. Research and document 20 artworks.
2. Develop two worksheets (standard and simplified).
3. Implement one public programme.
4. One page feedback reflecting on internship which may be published in NUS Museum's newsletter.

Optional Deliverable:

1. An article relating to aspects of Southeast Asian Art or the exhibition which may be published in the exhibition publications.

Requirements:

1. Interest in Southeast Asian Modern and Contemporary Art and History.
2. Positive attitude towards learning and suggestions for improvements.
3. Meticulous with a keen eye for details.
4. A team player.

Attachment Location:

NUS Museum
University Cultural Centre
50 Kent Ridge Crescent
National University of Singapore
Singapore 119279

Allowance:

\$300/- per month to be paid at the end of each complete month of attachment. Allowance will be pro-rated for partial completion.

Central Provident Fund contributions, insurance and staff benefits are not included in the internship.

Working Arrangements:

1. The intern may work offsite on selected days with the agreement of his/her supervisor.
 2. The intern is required to adjust his/her working schedule in support of the Museum's programmes.
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Internship Opportunity – Valuation

Attachment Period: 2 May till 31 July 2008

Number of Positions: 2

Main Learning Opportunity: Artworks Valuation

Scope of Internship:

1. Understand the categorisation of artworks and artefacts.
2. Conduct research on the preliminary value of artworks and artefacts.

Deliverables:

1. Value allocated to each assigned item and source of this estimated value recorded.

Requirements:

1. Interest in referencing websites and auction catalogues for comparison of artwork values.
2. Positive attitude towards learning and suggestions for improvements.
3. Meticulous with a keen eye for details.

Attachment Location:

NUS Museum
University Cultural Centre
50 Kent Ridge Crescent
National University of Singapore
Singapore 119279

Allowance:

\$150/- upon completion of every 100 items.

Central Provident Fund contributions, insurance and staff benefits are not included in the internship.

Working Arrangements:

Intern has the flexibility to work offsite or at NUS Museum' premises during office hours.
